

Cultural Arts Commission

Regular Meeting Agenda

Tuesday, September 27, 2016

6:30 P.M.

**City Hall – Multi-Purpose Room
23825 Stuart Ranch Road**

Call to Order

Roll Call

Approval of Agenda

Report on Posting of Agenda – September 22, 2016

1. Written and Oral Communications from the Public and Commissioners

- A. Communications from the Public concerning matters which are not on the agenda but for which the Commission has subject matter jurisdiction. The Commission may not act on these matters at this meeting.
- B. Commissioner reports, comments and inquiries.

2. Consent Calendar

- A. Previously Discussed Items

None.

- B. New Items

- 1. Approval of Minutes – August 23, 2016

Staff recommendation: Approve minutes of the Cultural Arts Commission Regular Meeting of August 23, 2016.

Staff contact: Administrative Assistant Saleaumua, 310-456-2489 ext. 349

3. Old Business

None.

4. New Business

A. Malibu Poet Laureate

Staff recommendation: Provide a recommendation to City Council to: 1) Create a Poet Laureate position to represent Malibu for a two-year term; 2) Allocate \$2,000 from the General Fund to fund a stipend for the Poet Laureate; and 3) Approve the proposed criteria for selection of a Malibu Poet Laureate.

Staff contact: Recreation Manager Crittenden, 310-456-2489 ext. 337

B. Lonely Planet Travel Writers Forum at Adamson House

Staff recommendation: Review the proposed Lonely Planet Travel Writers' event and approve addition of the event to the Parks and Recreation Special Events calendar.

Staff contact: Recreation Manager Crittenden, 310-456-2489 ext. 337

C. Schedule of Meetings for the Remainder of 2016

Staff Recommendation: Approve the scheduled calendar of meetings for the remainder of 2016.

Staff contact: Recreation Manager Crittenden, 310-456-2489 ext. 337

Adjournment

Future Meetings

| | | |
|----------------------------|---------------------------|-----------------------------|
| Tuesday, October 26, 2016 | 6:30 p.m. Regular Meeting | City Hall Multipurpose Room |
| Tuesday, November 23, 2016 | 6:30 p.m. Regular Meeting | City Hall Multipurpose Room |
| Tuesday, December 28, 2016 | 6:30 p.m. Regular Meeting | City Hall Multipurpose Room |

Guide to the City Commission Proceedings

The Oral Communication portion of the agenda is for members of the public to present items which are not listed on the agenda, but are under the subject matter jurisdiction of the Commission. Although no action may be taken, the Commission and staff will follow up, at an appropriate time, on those items needing response. Each speaker is limited to (3) three minutes. Time may be surrendered by deferring (1) one minute to another speaker, not to exceed a total of (8) eight minutes. The speaker wishing to defer time must be present when the item is heard. In order to be recognized and present an item, each speaker must complete and submit to the Recording Secretary a Request to Speak form prior to the beginning of the item being announced by the Chair (forms are available at the entrance to the meeting room). Speakers are taken in the order slips are submitted.

Items in Consent Calendar Section A have already been considered by the Commission at a previous meeting where the public was invited to comment, after which a decision was made. These items are not subject to public discussion at this meeting because the vote taken at the previous meeting was final. Resolutions concerning decisions made at previous meetings are for the purpose of memorializing the decision to assure the accuracy of the findings, the prior vote, and any conditions imposed.

Items in Consent Calendar Section B have not been discussed previously by the Commission. If discussion is desired, an item may be removed from the Consent Calendar for individual consideration. Commissioners may indicate a negative or abstaining vote on any individual item by so declaring prior to the vote on the motion to adopt the entire Consent Calendar. Items excluded from the Consent Calendar will be taken up by the Commission following the action on the Consent Calendar. The Commission first will take up the items for which public speaker requests have been submitted. Public speakers shall follow the rules as set

forth under Oral Communication.

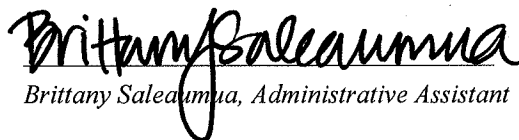
Old Business items have appeared on previous agendas but have either been continued or tabled to this meeting with no final action having been taken. Public comment shall follow the rules as set forth under Oral Communication.

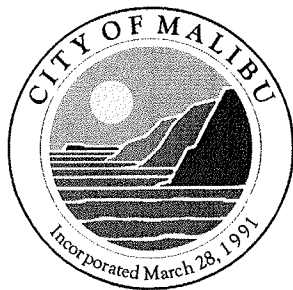
Items in New Business are items which are appearing for the first time for formal action. Public comment shall follow the rules as set forth under Oral Communication.

Copies of the staff reports or other written documentation relating to each item of business described above are on file in the Parks and Recreation Department, Malibu City Hall, 23825 Stuart Ranch Road, Malibu, California and are available for public inspection during regular office hours which are 7:30 a.m. to 5:30 p.m., Monday through Thursday, and 7:30 a.m. to 4:30 p.m., Friday. Written materials distributed to the Commission within 72 hours of the Commission meeting are available for public inspection immediately upon distribution (Government Code Section 54957.5(b)(2)). Copies of staff reports and written materials may be purchased for \$0.10 per page. Pursuant to State law, this agenda was posted at least 72 hours prior to the meeting.

The City Hall phone number is (310) 456-2489. To contact City Hall using a telecommunication device for the deaf (TDD), please call (800) 735-2929 and a California Relay Service operator will assist you. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Environmental Sustainability Director Craig George, (310) 456-2489, ext. 229. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102-35.104 ADD Title II]. Requests for use of audio or video equipment during a Commission meeting should be directed to Alex Montano at (310) 456-2489, ext. 227, or amontano@malibucity.org before 12:00 p.m. on the day of the meeting.

I hereby certify under penalty of perjury, under the laws of the State of California, that the foregoing agenda was posted in accordance with the applicable legal requirements. Dated this 22nd day of September 2016.


Brittany Saleaumua, Administrative Assistant



**Item
2.B.**

Cultural Arts Commission Agenda Report

To: Chair Gibbs and Members of the Cultural Arts Commission

Prepared by: Brittany Saleaumua, Administrative Assistant *BS*

Approved by: Amy Crittenden, Recreation Manager *AC*

Date prepared: September 16, 2016 Meeting date: September 27, 2016

Subject: Approval of Minutes – August 23, 2016

RECOMMENDED ACTION: Approve minutes of the Cultural Arts Commission Regular Meeting of August 23, 2016.

DISCUSSION: Staff has prepared draft minutes for the Cultural Arts Commission Regular Meeting of August 23, 2016 and hereby submit the minutes for Commission approval.

ATTACHMENTS:

1. Draft Regular Meeting minutes of August 23, 2016

MINUTES
CULTURAL ARTS COMMISSION
REGULAR MEETING
AUGUST 23, 2016
MALIBU CITY HALL
6:30 P.M.

CALL TO ORDER

Chair Gibbs called the meeting to order at 6:37 p.m.

ROLL CALL

The following persons were recorded in attendance by the Recording Secretary:

PRESENT: Chair Richard Gibbs; Vice Chair Catherine Malcolm-Brickman; and Commissioners Scott Hosfeld and Suzanne Keith-Zimmer (arrived at 6:38 p.m.)

ABSENT: Commissioner Eric Myer and Ex-Officio Member Graeme Clifford

ALSO PRESENT: Amy Crittenden, Recreation Manager; and Brittany Saleaumua, Recording Secretary

APPROVAL OF AGENDA

MOTION Commissioner Hosfeld moved and Vice Chair Brickman seconded a motion to approve the agenda. The motion carried 3-0, Commissioner Zimmer and Commissioner Myer absent.

REPORT ON POSTING OF AGENDA

Recording Secretary Saleaumua reported that the agenda for the meeting was properly posted on August 19, 2016.

Commissioner Zimmer arrived at 6:38 p.m.

ITEM 1 PRESENTATION

Ann Buxie presented the idea of creating a poet laureate for the City of Malibu. She suggested that professors and members of the Pepperdine University Poetry Society sit on the submission review panel. Ms. Buxie suggested putting out a call for submissions in October 2016 and announce the selected Poet Laureate in January 2017.

In response to Commissioner Hosfeld, Ms. Buxie stated that the Poet Laureate would only be eligible to Malibu residents.

In response to Chair Gibbs, Ms. Buxie stated she would like the support of the Commission for creating the poet laureate and was not asking for any funding.

Vice Chair Brickman suggested that Ms. Buxie include some expectation of funding for the poet laureate to be funded to make it a valuable and respected program for the community.

In response to Commissioner Hosfeld, Recreation Manager Crittenden stated the item could be put on next month's agenda for further discussion if agreed by the Commission.

Vice Chair Brickman expressed her support in having the poet laureate placed on next month's agenda and suggested that Ms. Buxie contact her about the poet laureate in the meantime.

Commissioner Zimmer suggested that submissions from non-Malibu residents be accepted as long as they had some kind of affiliation with Malibu. She also agreed the poet laureate be funded and compensated in some way.

In response to Vice Chair Brickman, Ms. Buxie stated submissions would be limited to three pages in order to allow the judges' time to read through everything in a timely manner.

Chair Gibbs thanked Ms. Buxie for everything that she has been doing and for her Tales by the Sea Program.

Commissioner Zimmer informed Ms. Buxie of the poetry stone design project that was included in the Legacy Park Art Enhancement Plan. She further stated she would love to work with Ms. Buxie and possibly the Poet Laureate candidate on implementing the poetry stones in the future.

ITEM 2.A. PUBLIC COMMENTS

Claudia Taylor proposed an idea to the Commission to use shipping containers to create a temporary pop-up gallery/retail area featuring cargo-tecture interior design, green architecture, green landscaping and local artists. She stated that the temporary pop-up area design would have large courtyards that could be used for sponsored events like lectures, documentary screenings, spoken word, acoustic performances and food truck gatherings to bring the community together.

Ms. Taylor stated that five Malibu artists or designers would be given the same square footage of a 1, 2 or 3 container combo that they would put their own design inside and outside of the container to show how use of small spaces is very practical

and beautiful. Ms. Taylor stated the project could benefit many different organizations in various ways and had several different potential sponsors.

Ms. Taylor explained potential locations for the project would include Gregory London's property at Cross Creek which currently houses storage containers that he rents out for use. She stated that another potential site would be the Malibu Bay Company lot currently used for the Chili Cook-Off. She also stated that Mr. London, owner of Cross Creek property, has verbally stated his support and interest in hosting the project.

In response to Commissioner Zimmer's request to place the item on a future agenda, Recreation Manager Crittenden suggested Ms. Taylor first create a proposal that summarizes this project and then submit the proposal to the Planning Department in order to determine what permits are needed for the project.

ITEM 2.B.1. COMMISSIONER COMMENTS

Commissioner Zimmer stated she took her kids to the Malibu Playhouse to watch a documentary titled "Happy" that was put on by Creative Visions in partnership with the Playhouse. She stated it was an extraordinary documentary and that the work that both organizations are doing is amazing.

Chair Gibbs stated that he was saddened to hear of Parks and Recreation Director Bob Stallings' passing, Bob will be missed and the Commission will continue on in his memory.

Chair Gibbs stated that Lee Ritenour's 6th String Theory contest will be held on September 6, 2016. Mr. Ritenour and other guitarists will judge amateur submissions and offer a series of prizes will be given out to participants. This year they have expanded the contest to include other instruments like drums, bass, and piano. Chair Gibbs explained that he will be a judge for the contest and has offered the contest winner a recording session to record a song with Lee Ritenour using his studio.

Chair Gibbs expressed the need for more artists for the Salon Series who are not in the music category. He explained that the Salon Series has not yet hosted actors, film directors or producers.

ITEM 2.B.2. RECREATION MANAGER UPDATES

Recreation Manager Crittenden stated that the Funny Zoo Exhibit at Bluffs Park will be taken down on September 2, 2016 and that the sculptures at Legacy Park will stay up until December per the agreement with the curators of the Funny Zoo.

She stated that the Surfboard Art Show will slowly come down starting the week of September 6, 2016 and preparations will need to be made in order to accommodate the next exhibit.

Recreation Manager Crittenden stated that the next Library Speaker Series event is scheduled for August 30, 2016 at City Hall and will include a climate panel. The September Series event is on September 21, 2016 with Daniel James Brown, author of Boys in the Boat.

ITEM 2.B.3. CULTURAL ARTS COMMISSION AD-HOC COMMITTEE REPORTS

Legacy Park Art in Public Places

Commissioner Zimmer stated she is looking into the formation of an independent foundation for Legacy Park and while recently in New York she spoke to a representative with the Conservancy for Central Park. She stated that she thinks that creating a separate foundation for Legacy Park is the best option in order to maintain and fund the involvement of Hodgetts + Fung in the implementation of the Legacy Park Master Plan.

City Hall Public Art

Update was provided under Item No. 5.A.

Arts in Education

Vice Chair Brickman stated two visiting artists will be going to Juan Cabrillo Elementary School and one will be going to Malibu High School. The artist visiting the high school directed the documentary "Happy."

Fundraising

No update at this time.

ITEM 3 CONSENT CALENDAR

The Consent Calendar consisted of the following items:

A. Approval of Minutes

Staff Recommendation: Approve meeting minutes for the June 28, 2016 Cultural Arts Commission Regular Meeting.

B. Concert on the Bluffs Financial Report

Staff Recommendation: Receive and file the financial report for the Concert on the Bluffs.

Vice Chair Brickman noted that the Financial Report indicated that \$38,053 was spent for the Concert on the Bluffs although \$45,000 was budgeted. She also stated that she would like to request the remaining funds be earmarked for Arts in Education.

In response, Recreation Manager Crittenden stated that Vice Chair Brickman's request may be considered by the City Council's Administration and Finance Subcommittee.

MOTION Commissioner Hosfeld moved and Vice Chair Brickman seconded a motion to approve the consent calendar. The motion carried 4-0, Commissioner Myer absent.

ITEM 4 OLD BUSINESS

None.

ITEM 5 NEW BUSINESS

A. City Hall Art Exhibit Space

Staff Recommendation: Provide a recommendation to the City Council to 1) Install a photography exhibit featuring Fred Ward's historical work; 2) Approve funding of \$2,000 from Account No. 710-0000-2270-47 (Arts Fund) for costs associated with the new exhibit; and 3) Develop a long-term calendar of exhibits.

Recreation Manager Crittenden presented the staff report. Recreation Manager explained that the City Hall Public Art Ad-Hoc Committee proposed that the next proposed exhibit for City Hall be a photography exhibit featuring the work of Fred Ward to be displayed in the Atrium and the hallways of the Civic Theater. Recreation Manager Crittenden stated that Mr. Ward's son is curating the photos for the exhibit. The reception for the exhibit will be on Saturday, October 1, 2016. The reception will also serve as a retrospective memorial of Mr. Ward's life and work since he passed away in July.

Recreation Manager Crittenden stated Commissioner Myer had contacted the family of Tyrus Wong and suggested that a future exhibit feature kites that were created by Mr. Wong who is now 103 years old.

Commissioner Zimmer suggested that a future exhibit include Nick Brandt's photography. She expressed her support of Vice Chair Brickman's suggestion that the Commission ask that the City Council fund the art installations at City Hall instead of using funds from the Arts Fund.

Recreation Manager Crittenden stated that creating a calendar of proposed exhibits will enable staff to create a budget that can be recommended to City Council at a future meeting.

MOTION Chair Gibbs moved and Commissioner Zimmer seconded a motion to approve the photography exhibit of Fred Ward's historical work and to recommend City Council approve funding of \$2,000 from the General Fund to pay for the exhibit expenses. The motion carried 4-0, Commissioner Myer absent.

B. Arts Foundation Ad Hoc Committee

Staff Recommendation: Create and assign two Commissioners to the Arts Foundation Ad Hoc Committee.

Commissioner Hosfeld and Commissioner Zimmer volunteered to be on the Arts Foundation Ad Hoc Committee.

MOTION Chair Gibbs moved and Vice Chair Brickman seconded a motion to assign Commissioner Hosfeld and Commissioner Zimmer to the Arts Foundation Ad Hoc Committee. The motion carried 4-0, Commissioner Myer absent

ITEM 6 ITEMS FOR FUTURE AGENDA

Malibu Poet Laureate

ADJOURNMENT

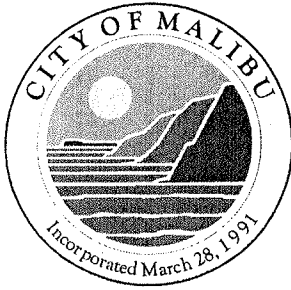
MOTION At 9:50 p.m., Vice Chair Brickman moved and Commissioner Hosfeld seconded a motion to adjourn the meeting. The motion carried 4-0, Commissioner Myer absent.

Approved and adopted by the Cultural Arts Commission of the City of Malibu on September 27, 2016.

RICHARD GIBBS, Chair

ATTEST:

BRITTANY SALEAUMUA, Recording Secretary



Cultural Arts Commission Agenda Report

To: Chair Gibbs and Members of the Cultural Arts Commission

Prepared by: Amy Crittenden, Recreation Manager *AC*

Approved by: Reva Feldman, City Manager *RF* for *RF*

Date prepared: September 16, 2016 Meeting date: September 27, 2016

Subject: Malibu Poet Laureate

RECOMMENDED ACTION: Provide a recommendation to City Council to: 1) Create a Poet Laureate position to represent Malibu for a two-year term; 2) Allocate \$2,000 from the General Fund to fund a stipend for the Poet Laureate; and 3) Approve the proposed criteria for selection of a Malibu Poet Laureate.

FISCAL IMPACT: Funding for the proposed Poet Laureate was not included in the Adopted Budget for Fiscal Year 2016-2017. The proposed stipend of \$2,000 would help with travel costs associated with the expected duties of the Poet Laureate position over the two-year period.

DISCUSSION: At the Cultural Arts Commission Regular meeting on August 23, 2016, the Commission received a presentation by Malibu resident and Tales by the Sea organizer Ann Buxie, who proposed the idea of creating a Malibu Poet Laureate program. The intent is to keep the spoken and written word alive in Malibu and to bring the art of poetry to the forefront. Several representatives from Pepperdine University were also involved in preparing the proposal outlining the vision for the Poet Laureate. The Commission supported the idea and asked staff to return with information that outlined the program, the responsibilities of the Poet Laureate position, and the associated costs.

Vice Chair Malcolm-Brickman met with Ann Buxie and representatives from Pepperdine to finalize the program outline and the selection criteria. The recommended process for selecting a candidate is summarized below:

- City staff will be the program administrator responsible for overseeing the open call, application and selection processes (the proposed open call application period is six weeks)
- Submissions will be presented to the selection panel in a blind submission format; no names are attached to the application or written submission materials
- The Malibu Poet Laureate Selection Panel will include the head of Pepperdine's Creative Writing Department, one member of the Pepperdine University Poetry Society, one member from the Malibu Friends of the Library, and up to two members of the Malibu community at large. Depending on the number of submissions, there will be a minimum of five judges and a maximum of seven.
- Selection panelists will not be related in any way to applicants and if there are any foreseen conflicts, the panelist would be replaced
- The final candidate will be recommended to the Cultural Arts Commission and then sent for final approval by the City Council

Submission formats and qualifications for the Poet Laureate candidates are clearly outlined in the Selection Criteria (Attachment 1) for the Commission to review. The duties of the Poet Laureate will include, but not be limited to, participating in and/or creating one Invitational each year, working with local schools and the library to promote poetry, making appearances at local cultural arts programs and events, and working with the City to help create more poetry and spoken word opportunities. The Poet Laureate would work with the Laureate Committee, on developing the Invitational as described in the Selection Criteria.

It is recommended that an annual stipend of \$1,000 be given to the selected Poet Laureate to help pay for transportation and other expenses that come with the two-year term commitment. This proposed stipend is in line with other Poet Laureate programs throughout the State of California. Once selection is approved by the Commission and City Council, the selected candidate will be formally announced and appointed at a City Council meeting. The timeframe for the open call and candidate selection is yet to be determined.

The Commission is being asked to send a recommendation to City Council to approve the Malibu Poet Laureate program, allocate \$1,000 annually in funding for a total of \$2,000 and approve the proposed Selection Criteria.

ATTACHMENTS: Malibu Poet Laureate Selection Criteria

Malibu Poet Laureate Selection Criteria

The following outlines the selection process and responsibilities for the Malibu Poet Laureate:

A. Selection Panel

1. The selection panel will include qualified Pepperdine students/faculty, including the head of Pepperdine's Creative Writing Department, one member of the Pepperdine University Poetry Society, one member of the Malibu Friends of the Library, and up to two Malibu community members at large.
2. Depending on the number of submissions, there will be a minimum of five judges and a maximum of seven.
3. Selection panelists are not to be related in any way to applicants and if there are any foreseen conflicts, the panelist should be replaced.

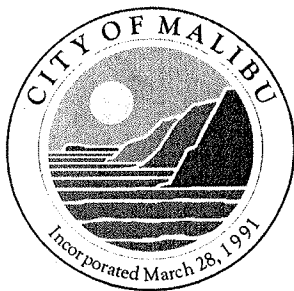
B. Submission Process

1. Submissions for Malibu Poet Laureate will be solicited by an open Call to the Community, which will run for a six-week period.
2. Each applicant shall submit five poems.
3. Entries are not to exceed three pages of verse per poem, and must be submitted in 12pt Times New Roman, single-spaced format.
4. All information is given to the panel in a blind format, without including names of the authors.
5. Candidates will apply to the call through the Cultural Arts website and all poems will be uploaded in a confidential and secure manner.
6. All works submitted shall be considered copyrighted and may not be copied or duplicated without the author's prior, written consent. All submission packages will be securely destroyed and recycled and/or made available for applicants to pick up.

C. Candidate Selection and Commitment

1. The open call is for Malibu citizens, and those who live in nearby communities who have some involvement and established relationship with Malibu.
2. The selected Laureate will hold his or her position for a two-year term that shall commence on the date of the official appointment.
3. The Laureate will be formally recognized by the City Council in a presentation during a determined City Council meeting.
4. The Laureate will receive a stipend of \$1,000 annually.
5. The selected candidate will represent the City of Malibu at selected cultural community events.
6. Duties will include, but not be limited to, participating in and/or creating one invitational each year, working with Malibu schools and the Library to promote poetry, and meeting with the Laureate Committee¹ as needed.

¹ The Laureate Committee is an independent group not affiliated with the City of Malibu Cultural Arts Commission and will be composed of representatives from Poetry by the Sea, the Pepperdine University Poetry Society, members of the community, and a representative from the Malibu Cultural Arts Commission. The Laureate Committee will meet as needed.



Cultural Arts Commission Agenda Report

To: Chair Gibbs and Members of the Cultural Arts Commission

Prepared by: Amy Crittenden, Recreation Manager *AC*

Approved by: Reva Feldman, City Manager *RF for RF*

Date prepared: September 20, 2016 Meeting date: September 27, 2016

Subject: Lonely Planet Travel Writers' Event

RECOMMENDED ACTION: Review the proposed Lonely Planet Travel Writers' event and approve addition of the event to the Parks and Recreation Special Events calendar.

FISCAL IMPACT: Although funding for the proposed exhibit was not included in the Adopted Budget for Fiscal Year 2016-2017, the estimated cost of \$1,000 to cover expenses for staffing and the reception expenses could be reallocated from the approved Salon Series budget.

DISCUSSION: The City of Malibu has the unique opportunity to co-host a Lonely Planet Travel Writers' forum, highlights the artistic influence of place and literature, allowing lovers of travel and literary arts to enjoy tales from some of the most well-versed and traveled writers.

The event opportunity presented itself because of the release of this year's Lonely Planet Literary Travel Anthology. Writers and panelists will be in the Los Angeles area and have shown interest and enthusiasm for the event.

The event moderator, Don George, is the best-selling author of "Lonely Planet Guide to Travel Writing" and "Way of Wanderlust" who currently works as an editor-at-large and book review columnist at National Geographic Traveler. Potential travel writers and panelists include TC Boyle, James Dorsey and Bridget Crocker. Biographies of these authors are provided in the attachment.

Potential sites for hosting the event has not been finalized but include the Malibu Civic Theater and Malibu Jewish Center and Synagogue, both facilities can accommodate over

200 attendees. The proposed event would be organized by literary producer Bridget Crocker who will work with staff to finalize the event details.

The proposed date for the event is November 18, 2016, which follows the release of The Lonely Planet Literary Travel Anthology on November 15, 2016. Books would be made available for sale by Lonely Planet booksellers before and after the reading. The reading would be approximately 60 minutes in length, with a 30-minute question and answer period.

At the recommendation of Vice Chair Malcolm-Brickman, the Commission is requested to support the addition of this event to the Parks and Recreation Special Events calendar and approve the use of \$1,000 in Salon Series funding for the event.

ATTACHMENTS: Potential Panelist Biographies

Lonely Planet Travel Writers' Panelist Bios

Event Moderator- Don George

Best-selling author of Lonely Planet Guide to Travel Writing and Way of Wanderlust and currently works as an Editor-at-Large & Book Review Columnist at National Geographic Traveler. He is the former Travel Editor at Lonely Planet, San Francisco Examiner and San Francisco Chronicle and the recipient of a Lowell Thomas Travel Journalist of the Year award from the Society of American Travel Writers as well as the co-founder of the annual Book Passage Travel Writers & Photographers Conference.

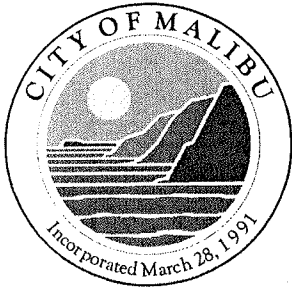
Panelist- TC Boyle

Author of 24 books and Distinguished Professor of English at University of Southern California.

Literary awards include the PEN/Faulkner Prize for best novel of the and the PEN/Malamud Prize in the short story), James Dorsey (fellow of the Explorers Club and a former director of the Adventurers Club, travel consultant to Brown & Hudson of London with stories in numerous travel anthologies, the Los Angeles Times, Christian Science Monitor among others; recipient of 15 SOLAS awards from Travelers' Tales) and local Malibu author.

Panelist- Bridget Crocker

Author in Lonely Planet guidebook and Best Women's Travel Writing contributor, international river expedition leader, stories featuring in Outside, Men's Journal, and National Geographic Adventure.



Cultural Arts Commission Agenda Report

To: Chair Gibbs and Members of the Cultural Arts Commission

Prepared by: Amy Crittenden, Recreation Manager *AC*

Approved by: Reva Feldman, City Manager *RF*

Date prepared: September 20, 2016 Meeting date: September 27, 2016

Subject: Schedule of Meetings for the Remainder of 2016

RECOMMENDED ACTION: Approve the scheduled calendar of meetings for the remainder of 2016.

DISCUSSION: At the request of the Commission, staff is working on arranging two separate meetings with the City of West Hollywood and City of Ojai for the Commission to speak with those cities' staff and commissioners about their programs, funding, public art policy and grant programs. Staff is in the process of trying to schedule both meetings for the month of October. In order to follow Brown Act requirements, these out-of-town meetings must be posted as Special meetings for the Commission. Staff is recommending the offsite Special meetings take the place of the Regular monthly meeting for October.

The scheduled meeting dates for November and December fall close to holidays, which could impact the ability to achieve a quorum. The Commission is asked to review the current Regular meeting calendar and recommend alternate dates or cancellation of the Regular meeting(s) if there is no confirmed quorum.

Staff requests the Commission agree on the remaining scheduled meetings, and provide a new, updated schedule that will be published on future agendas and the City website calendar.

ATTACHMENTS: 2016 Cultural Arts Commission Meeting Schedule

2016 Cultural Arts Commission Meeting Dates

2016 Remaining Schedule

- Regular Meeting- October 25, 2016
- Regular Meeting- November 22, 2016
- Regular Meeting- December 27, 2016*

**Proposed alternative meeting dates-*

- *Wednesday, December 14, 2016*
- *Wednesday, December 21, 2016*